## 3.03. Opening the example data file

You will have two icons on your desktop - double-click the **mSupply** icon.

If you are opening mSupply for the first time, the program should automatically open the example data file.

The full path to the data file is displayed, along with other useful information by choosing **Menu** >**Help**>**About mSupply**:

About mSupply				-	
mSupply ver	sion			•	
You are using version 3.50 Release number 0	5/2016	t14:18	Version available for d Release	Authorisation ownload Unknown number Unknown Date Unknown	
Path to data file : C:\mSupply350\Database\mSt	ipply.4DD		Click to check	online 😒	
Path to log file : Log file not used					
Path to structure file : C:\mSupply350\mSupply.exe					
Records		Contractor and a Contractor			
0 records in abbreviation A 3 records in account 0 records in Admitted_from 0 records in asset		Sustainable Solutions retains the rights to this software. Commercial use or modification of this software only allowed with			
		authorization of Sustainable Solutions (NZ) Ltd. email: info&msupply.org.nz © Copyright Sustainable Solutions (NZ) Ltd.			
		0 records in asset_condition			
0 records in asset_location					
0 records in asset_status					
0 records in asset_type					
0 records in backorder		Structure update :	160517t1423		
0 records in bill_of_material	~	structure opuate :	1003111112	OK	

If you have already been using mSupply and have another data file open, but would like to open the example data file for training, then you can use the mSupply menu **File > Open data file...** to open the example data file. In Windows, by default the example data folder is stored inside **c:/mSupply/database/**; navigate to the location and open the data file.

Last update: 2020/08/27 tutorial:opening\_example\_datafile https://docs.msupply.org.nz/tutorial:opening\_example\_datafile?rev=1598504235

A	er	Data and the second		# • 🔟 🛛
🛤 This PC	Name	Date modified Type	Size	
Admin (theoffice	🍌 Logs	23/03/2015 9:37 a File folder	r	
admin@cityside.	Preferences	5/03/2015 12:12 a File folder		
Cityside (theoffic	Resources	18/02/2015 11:05 a File folder		
Craig@sussol.net	mSupply.4DD	23/03/2015 9:37 a 4DD File	4,801 KB	
Curators (theoffi	mSupply1.4DD	19/03/2015 11:29 a 4DD File	3,009 KB	
Desktop	mSupply2.4DD	19/03/2015 1:39 p 4DD File	3,009 KB	
Documents				
Downloads				
🎓 jeannie (theoffice				
Music				
E Pictures				
Videos				
🊢 Local Disk (C:)				
🗣 Network 🗸 🗸				
+	ame		✓ 4D Data File	(*.4dd;*.data) 🗸 🗸
File p			Qpen	Cancel
			<u>Upen</u>	Cancel

A password entry window is presented as mSupply opens up a data file. The message panel informs the user that the example database is in use.

b	Log-in – 🗆 🗙
Search users	D
1. Click on your name in the list user 1 (pass= user1)	2. Enter your password
user2 user3	3. Choose store if available
	General
	4. Choose login mode if available
	5. Check any messages
	Warning: example data file loaded. Log in, then use File > Open data file if you want to connect to a different data file. This data file is C:\mSupply\Database\mSupply.4DD
	6. Click the OK button to proceed
~	Quit OK

The user 1 (pass= "user1") entry should be highlighted, but if it is not, select this name. Enter

"user1" (without the quotes) at **2. Enter your password**.

The **Choose store** .... drop-down list will display **General**. The **Choose login mode** ... drop-down list will display **Store**. These should not be changed. Click the **OK** button and the mSupply navigator screen appears.

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